



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
WASHINGTON, D.C. 20350

IN REPLY REFER TO
OPNAVINST 3900.25B
Op-983C

OPNAV INSTRUCTION 3900.25B

19 JUN 1981

Subj: Major Range and Test Facility Base

Ref: (a) NAVCOMPTINST 7044.7 (NOTAL)
(b) OPNAVINST 6240.3E (NOTAL)
(c) NAVCOMPTINST 7102.1C (NOTAL)

Encl: (1) DOD Directive 3200.11 of 29 SEP 1980,

1. Purpose: To implement enclosure (1) which updates prescribed policies and responsibilities for the management and operation of specific Department of Defense (DOD) Test and Evaluation (T&E) facilities designated collectively as the Major Range and Test Facility Base (MRTFB). (P)

2. Cancellation: OPNAVINST 3900.25A.

3. Applicability: The provisions of this instruction apply to all users the Navy test facilities listed in enclosure (1) and to all echelons responsible for management and administration of those MRTFB elements for which the Department of the Navy has been designated as managing agency. (P)

4. Discussion

a. Enclosure (1) has been reissued by the Department of Defense to facilitate changes in scope and to delineate policies and responsibilities for the use, management, and operation of the MRTFB. Reference (a) implements a uniform method for charging direct costs for aircraft operating expense at Navy T&E activities. Reference (b) specifies responsibilities for the administration of the Navy program for protection of the environment and conservation of natural resources. Reference (c) provides detailed guidance for the submission of annual budget requests by MRTFB activities. (R)

b. Timely notification by users of their requirements to the facility commander is necessary if proper range support is to be provided. In addition to complete notification of facility support requirements by the user, enclosure (1) also requires the facility commander to review test and evaluation planning documents, coordinate with prospective users for applicable test support requirements, and provide an estimate of resources needed to properly support those requirements. Experience has demonstrated that when a test facility participates early in the formulation of test plans, mutual benefits accrue to both the program sponsor and the test facility manager. It allows the facility to formulate a definitive support plan at the earliest (P)

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phase of the program and forms the basis for program planning, for establishing the feasibility of meeting program testing requirements, and for identifying and obtaining any required new test or measurement capability. In addition, early participation in this planning brings together those personnel who are best qualified to know facility equipment capabilities and who, from experience, are competent in satisfying any unique testing requirements that may arise during the early phases of the program. Thus, a prompt interchange of planning information between a potential user and the facility can result in a more reliable and practicable testing program.

R) c. Ranges and test facilities comprising the Navy MRTFB and subject to the DOD Uniform Funding Policy are:

- (1) Pacific Missile Test Center (PMTTC)
- (2) Naval Air Test Center (NATC)
- (3) Naval Weapons Center (NWC) (T&E Ranges only)
- (4) Naval Air Propulsion Center (NAPC)
- (5) Atlantic Undersea Test and Evaluation Center (AUTEC)
- (6) Atlantic Fleet Weapons Training Facility (AFWTF)*

* Uniform Funding Policy is effective commencing in FY 1983.

R) d. The uniform funding policy requires users to reimburse the facility for all direct costs and the management command to budget for and fund all other facility costs. Direct and indirect costs of operations will be determined uniformly at all activities, consistent with enclosure (1) and, where applicable aircraft operation costs will be identified in accordance with reference (a). Other planning and funding guidance may be provided by the immediate command from time to time to resolve unique or emergent financial or other problems related to the management of the MRTFB.

5. Action

a. All Department of the Navy offices will comply with the provisions of enclosure (1) and this instruction.

R) b. Within CNO (staff) Op-098, the Director, Test and Evaluation Division (Op-983) has been designated the central focal point for all elements of the MRTFB. In that capacity, all

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matters pertaining to the MRTFB for which CNO has responsibility will be addressed to Op-983, who will act as the Navy's interface with the Office, Director, Defense Test and Evaluation (DDT&E).

c. Any major proposed action by an element of the MRTFB which is likely to significantly affect the quality of the human environment will be examined to determine the necessity for preparing an impact statement in accordance with reference (b). Where the proposed action relates to a new and continuing test capability for general use or use by more than a single user, the responsibility for preparing any required environmental impact statement shall rest with the facility commander. Where the proposed action is unique to a single test program or user, the responsibility for preparing the environmental impact statement shall rest with the range user.

d. All Department of the Navy offices responsible for preparing acquisition documentation, including Test and Evaluation Master Plans (TEMPs), Advance Procurement Plans (APP), Procurement Requests (PR), Request for Proposal (RFP), Request for Quotation (RFQ), or contracts stating acceptance specifications for hardware to be tested at a Navy MRTFB facility, must coordinate with and fully apprise the facility commander of all known support requirements in order that a proper test environment and test plan can be established. Such coordination must be initiated during the preparation of acceptance test specifications of the proposed procurement and agreement reached with the facility commander prior to any contractual commitment that the facility is capable of supporting the acceptance tests on a schedule that is mutually acceptable to all concerned.

e. MRTFB activities will submit annual budget requests in accordance with the provisions of reference (c).

(A)



C. O. PRINDLE

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(See next page)

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OPNAVINST 3900.25B

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OPNAVINST 3900.25B
19 JUN 1981
September 29, 1980
NUMBER 3200.11

USDR&E

Department of Defense Directive

SUBJECT: Major Range and Test Facility Base

- References:
- (a) DoD Directive 3200.11, "Use, Management and Operation of Department of Defense Major Ranges and Test Facilities," June 18, 1974 (hereby canceled)
 - (b) DoD Instruction 4410.3, "Policies and Procedures for the DoD Master Urgency List (MUL)," April 4, 1978
 - (c) DoD Directive 5000.3, "Test and Evaluation," December 26, 1979
 - (d) through (o), see enclosure 1

A. REISSUANCE AND PURPOSE

This Directive reissues reference (a) to reflect changes in scope and to delineate policies and responsibilities for the management and operation of specific Department of Defense test and evaluation (T&E) activities (enclosure 2) (hereafter referred to as the Major Range and Test Facility Base (MRTFB)).

B. APPLICABILITY

The provisions of this Directive apply to the Office of the Secretary of Defense, the Military Departments, the Organization of the Joint Chiefs of Staff, and the Defense Agencies (hereafter referred to as "DoD Components").

C. POLICY

1. The MRTFB is a national asset which shall be sized, operated, and maintained primarily for DoD test and evaluation support missions, but also be available to all users having a valid requirement for its capabilities.

a. The MRTFB consists of a broad base of T&E activities managed and operated under uniform guidelines to provide T&E support to DoD Components responsible for developing or operating materiel and weapon systems.

b. Other U.S. Government agencies and allied foreign governments and, when authorized, private organizations may be permitted to use the MRTFB.

Enclosure (1)

2. Scheduling of test resources shall be based on a priority system that gives equitable consideration to all DoD Components. Use of existing Military Department priority and precedence rating systems is encouraged, but such systems must accommodate DoD priorities (DoD Instruction 4410.3, reference (b)), and not discriminate among DoD programs on the basis of DoD Component sponsorship.

a. While priorities and precedence ratings are a primary condition, test support schedules shall also recognize specific time restrictions (such as launch windows and Defense Systems Acquisition Review Council schedule milestones), and minimize delays to lower priority projects.

b. Scheduling conflicts that cannot be resolved at the activity or Military Department level shall be referred to the Under Secretary of Defense for Research and Engineering.

3. Major MRTFB test and evaluation support capabilities shall be based on a combination of user requirements and the mission of the activity and shall not be duplicated elsewhere within the Department of Defense. The MRTFB shall be configured and operated to provide adequate support to DoD Components without unnecessary internal duplication.

4. When a test requires the support of more than one MRTFB activity, a lead MRTFB activity concept shall be used. The lead MRTFB activity usually provides major support or originates the test.

a. The lead activity serves as the principal point of contact with the user for planning, execution, and reimbursements, and coordinates with other activities to obtain total support.

b. Scheduling and coordinating groups (such as the Southeastern Test and Training Area Coordinating Agency, the Joint Pacific Area Scheduling Office, and the R-2508 Restricted Area Complex Control Board) shall be established when interactivity coordination and scheduling must routinely occur.

5. The Major Range and Test Facility Committee (MRTFC) shall act as a permanent organization to coordinate planning and actions with respect to the MRTFB.

a. The committee is composed of a representative of each Military Department, the Office of the Assistant Secretary of Defense (Manpower, Reserve Affairs, and Logistics), and the Director, Defense Test and Evaluation (DDTE), and will be chaired by the DDTE.

b. The MRTFC will meet at the call of the chair and have an advisory and coordination responsibility to ensure present and future adequacy of the MRTFB and to avoid unnecessary duplication.

D. RESPONSIBILITIES

1. The Under Secretary of Defense for Research and Engineering through the Director, Defense Test and Evaluation, shall:

a. Establish policy for the MRTFB including composition, use, and test program assignment.

b. Monitor and evaluate the MRTFB to ensure its adequacy to meet requirements and to prevent unnecessary duplication.

c. Alter the composition of the MRTFB, if necessary, in coordination with the cognizant Military Department.

2. The Secretaries of the Military Departments shall:

a. Manage and operate each MRTFB activity, as designated in enclosure 2.

b. Structure their activities to support specific kinds of DoD tests and programs and, within available resources, any other user requirements considered within the mission of the facilities.

c. Plan, program, and budget for institutional costs and implement a reimbursement system to define and collect user charges as described in section E.

d. Modernize test support capabilities, and replace or repair general purpose instrumentation, equipment, and facilities.

e. Ensure early MRTFB participation in the T&E planning process of new defense materiel and systems (DoD Directive 5000.3, reference (c)) to maximize use of existing test support capabilities, avoid unnecessary new acquisition, prevent duplication, and permit development of new capabilities.

f. Assess the environmental consequences of proposed actions within the United States (DoD Directive 6050.1, reference (d)), and outside the United States (DoD Directive 6050.7, reference (e)), before the first significant decision point.

g. Establish and maintain an intergovernmental coordination management process to achieve full consultation of MRTFB land and facility plans and projects (DoD Directive 4165.61, reference (f)).

3. Under the direction of the Secretary of the Military Department concerned, the activity commander shall:

a. Develop and maintain a master plan for developing and operating the MRTFB activity.

b. Develop and disseminate an activity users' guide which provides capability summaries and procedures for introducing a test program.

c. Coordinate and cooperate with prospective users to assist in T&E planning, including trade-off analyses and optimization of test scenarios based on the test objectives and test support capabilities.

d. Support the planning, programing, and budgeting process by providing estimates of operations, maintenance, and modernization requirements to accomplish projected workloads and maintain the activity.

e. Manage the activity, administer the operating program, and obtain reimbursements from users in accordance with section E.

f. Provide or arrange for test support and resources, including, as appropriate, tracking and data acquisition, data reduction, communications, meteorology, targets, utilities, photography, calibration, security, recovery, maintenance and repair, frequency management and control, and base support services relevant to the facility mission. This includes other ranges when range support is required beyond the nominal boundaries or capabilities of the lead activity.

g. Limit military use of offshore areas to that considered essential and share the areas with nonmilitary interests (DoD Directive 3100.5, reference (g)).

h. Comply with procedures for implementation of Strategic Arms Limitation agreements and measures agreements (DoD Instruction S-5100.72, reference (h)). In addition, avoid the use of test firing azimuths for intercontinental ballistic missiles, submarine-launched ballistic missiles, and space boosters which could allow the trajectory, if extended, to approach closely, overfly, or impact on the national territory of the Union of Soviet Socialist Republics (USSR).

i. Ensure safety is consistent with operational requirements, which includes the prevention of test objects from violating established limits through impact for vehicles with suborbital trajectories and through orbital injection or escape velocity for space vehicles. When more than one activity is involved in a test, the lead activity shall be responsible for safety. For earth recovery or impact of orbiting space vehicles, the safety responsibility rests with the activity controlling the recovery portion of the flight. Specific responsibilities are:

(1) Determine policies and enforce safety procedures.

(2) Coordinate safety plans and procedures with other agencies within potentially affected areas and issue notices within the United States and to foreign governments regarding anticipated hazards from test activities.

(3) Coordinate on public affairs plans and assist in disseminating appropriate information.

(4) Establish allowable ground and flight safety conditions and take appropriate action to ensure that test articles do not violate the conditions.

(5) Notify the National Military Command Center if an accident or errant trajectory occurs that may have international implications.

(6) Ensure that facility users with payloads containing radioactive materials have complied with the requirements of the National Aeronautics and Space Council (NASC) Document (reference (i)).

4. The MRTFB Activity Users shall:

a. Provide timely and complete notification of support requirements, using documentation formats prescribed by the activity. Initial requirements shall be certified to the activity commander by the system manager concerned.

b. Plan, budget, and reimburse the MRTFB activities for support costs, as specified by the activity, based on the criteria in section E.

c. Obtain prior concurrence from the activity before entering into any contractual commitment containing activity use provisions.

d. Obtain prior approval from the activity for use of user-furnished instrumentation and ground support equipment to ensure compatibility and prevent duplication. Operate and maintain ground equipment and support facilities assigned for their exclusive use.

e. Provide timely notification of test system performance characteristics, such as planned flight trajectories, in accordance with established activity requirements.

f. Document unique test support capabilities needed beyond those presently available or planned by the activity in section E. of the T&E Master Plan (DoD Directive 5000.3, reference (c)).

g. Ensure that tests comply with international treaties and other agreements.

h. Coordinate system safety measures with the activity (DoD Instruction 5000.36, reference (j)).

i. Certify to the activity commander that the nuclear safety procedures for radioactive sources in space operations have been satisfied (NASC Document, reference (i)); and make required reports to the Assistant to the Secretary of Defense (Atomic Energy) in accordance with ATSD(AE) memorandum (enclosure 3).

E. FINANCIAL

1. Funding. Funding of the MRTFB is designed to (a) assure the most effective development and testing of materiel; and (b) provide for interservice compatibility, efficiency, and equity without influencing technical testing decisions or inhibiting legitimate and valid testing. The activities listed in enclosure 2 shall be funded in a uniform manner. All costs that are not reimbursed by users as defined in subsection E.3., shall be funded by the managing activity.

2. Accounting and Reimbursement. The Job Order Cost Accounting System and the related definitions specified in DoD Instruction 7220.24 (reference

(k)) are a minimum requirement to support financial management and funding policies. The cost accounting system shall be used to determine charges under interservice or interagency agreements pursuant to DoD Directive 4000.19 (reference (1)). Reimbursement for use of the MRTFB will be consistently determined within the Department of Defense.

3. Reimbursements for Range Use

a. DoD Component users shall reimburse the activity for direct costs which can be identified readily with the particular program support excluding military labor costs. Direct costs include labor, material, minor construction, utilities, equipment, supplies, and any other resources damaged or consumed during testing or maintained for a particular user. The cost of each direct labor hour shall be in accordance with DoD 7220.9-H (reference (m)), and requires identification to a job or function served.

b. All other federal agencies shall reimburse the activity for direct costs, including military labor, plus indirect costs excluding military retirement, depreciation, and the unfunded portion of civilian retirement. Indirect costs include management and other costs which normally are not identifiable to a particular program. The computation and application of indirect costs shall be documented by each activity and be available to the user.

c. All nonfederal agencies and commercial users shall reimburse the activity for direct and indirect costs in accordance with DoD Instruction 7230.7 (reference (n)). However, when the use of an activity has been included in a contractual agreement as Government-furnished services, the user shall be charged, based on the category of the contracting Government agency (paragraph 3.a. or b.). Foreign users shall reimburse the activity in accordance with DoD Instruction 2140.1 (reference (o)) for Foreign Military Sales (FMS) cases or DoD Instruction 7230.7 (reference (n)), when no FMS case is involved.

d. The development and use of standard rates or fixed prices by individual activities are encouraged. Such rates shall be based on consistently applied costing practices for computing projected incurred cost. The cost element increments identified above shall be included in developing such rates and prices.

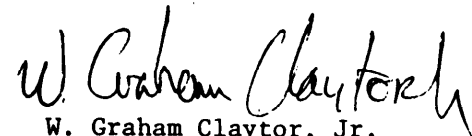
e. Users normally shall be billed for costs associated with aborts and cancellations. The liability shall be equal to the direct costs incurred on the user program aborted or canceled.

f. Application of this reimbursement policy to the Atlantic Fleet Weapons Training Facility is effective FY 1983. Current reimbursement agreements with non-DoD agencies as of the effective date of this Directive may continue in effect until September 30, 1982, at which time they will be made consistent with this Directive.

Sept 29, 80
3200.11

F. EFFECTIVE DATE AND IMPLEMENTATION

This Directive is effective immediately. Forward one copy of implementing documents to the Under Secretary of Defense for Research and Engineering within 120 days.


W. Graham Claytor, Jr.
Deputy Secretary of Defense

Enclosures - 3

1. References
2. Major Range and Test Facility Base
3. Assistant to the Secretary of Defense
(Atomic Energy) Memorandum, December 11, 1978

REFERENCES, continued

- (d) DoD Directive 6050.1, "Environmental Effects in the United States of DoD Actions," July 30, 1979
- (e) DoD Directive 6050.7, "Environmental Effects Abroad of Major Department of Defense Actions," March 31, 1979
- (f) DoD Directive 4165.61, "Intergovernmental Coordination of Department of Defense Land and Facility Plans and Projects," December 16, 1976
- (g) DoD Directive 3100.5, "Department of Defense Offshore Military Activities Program," March 22, 1979
- (h) DoD Instruction S-5100.72, "Procedures for the Implementation of Strategic Arms Limitation (SAL) Agreements and Measures Agreements (U)," May 31, 1977
- (i) National Aeronautics and Space Council Document, "Nuclear Safety Review and Approval Procedures for Minor Radioactive Sources in Space Operations," June 16, 1970¹
- (j) DoD Instruction 5000.36, "System Safety Engineering and Management," December 6, 1978
- (k) DoD Instruction 7220.24, "Accounting for Research and Development," September 18, 1969
- (l) DoD Directive 4000.19, "Basic Policies and Principles for Interservice, Interdepartmental and Interagency Support," March 27, 1972
- (m) DoD Handbook 7220.9-H, "Accounting Guidance Handbook," February 1, 1978, authorized by DoD Instruction 7220.9, July 12, 1971
- (n) DoD Instruction 7230.7, "User Charges," June 12, 1979
- (o) DoD Instruction 2140.1, "Pricing of Sales of Defense Articles and Defense Services to Foreign Countries and International Organizations," March 9, 1977

¹ Copies available from OATSD(AE).

Major Range and Test Facility Base

Army Activities

White Sands Missile Range (WSMR)
Kwajalein Missile Range (KMR)
Yuma Proving Ground (YPG)
Dugway Proving Ground (DPG)
Electronic Proving Ground (EPG)
Aberdeen Proving Ground (APG)

Navy Activities

Pacific Missile Test Center (PMTC)
Naval Air Test Center (NATC)
Naval Weapons Center (NWC)
 (T&E portion only)
Naval Air Propulsion Center (NAPC)
Atlantic Undersea Test and Evaluation Center (AUTEC)
Atlantic Fleet Weapons Training Facility (AFWTF)

Air Force Activities

Eastern Space and Missile Center (ESMC)
Western Space and Missile Center (WSMC)
Arnold Engineering Development Center (AEDC)
Tactical Fighter Weapons Center (TFWC)
 (Range Group only)
Air Force Flight Test Center (AFFTC)
 (Includes Utah Test and Training Range)
Armament Division (AD)
4950th Test Wing

Sept 29, 80
3200.11 (Encl 3)



OFFICE OF THE SECRETARY OF DEFENSE
WASHINGTON, D.C. 20301

11 DEC 1978

MEMORANDUM FOR SECRETARY OF THE ARMY
SECRETARY OF THE NAVY
SECRETARY OF THE AIR FORCE

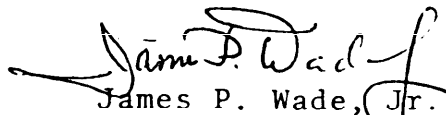
SUBJECT: Reporting Requirements for Minor Radioactive Sources
in Space

- REFERENCES: (a) DoD Directive 3200.11, "Use, Management, and
Operation of Department of Defense Major Ranges
and Test Facilities," June 18, 1974
- (b) National Aeronautics and Space Council Document,
"Nuclear Safety Review and Approval Procedures
for Minor Radioactive Sources in Space Opera-
tions," June 16, 1970

Reference (a) establishes the requirement for DoD components to satisfy the nuclear safety procedures for minor radioactive sources in space as prescribed in National Aeronautics and Space Council Document (reference (b)). Required reports are to be made to the Assistant to the Secretary of Defense (Atomic Energy) through the appropriate action office.

In the past, Category A sources were reported on an individual basis. A quarterly forecast for Category B sources was submitted with no submission for Category C sources. The stated requirement for Category A and B sources remains in effect. At the request of the Executive Office of the President, Office of Science and Technology Policy, because of the heightened sensitivity worldwide to nuclear power sources in space, it is now required that intended launches containing Category C sources be included with Category B launches in future quarterly forecasts. In addition to the report on Category A launches, a consolidated quarterly report on forecasted Category B and C launches will be provided to the Office of Science and Technology Policy by this office. This report will be for their information and is not intended to introduce a new approval procedure.

As previously, a minimum of six weeks prior to launch should be allowed for review of Category A reports. The quarterly forecast of Category B and C launches should reach the Office of the Assistant to the Secretary of Defense (Atomic Energy) prior to the beginning of each quarter.

A handwritten signature in cursive script, reading "James P. Wade, Jr.", with a large, stylized initial "J" and "W".

James P. Wade, Jr.
Assistant to the Secretary of
Defense (Atomic Energy)